



PUBLIC HEALTH MICROBIOLOGIST II  
OPEN SPOT – BERKELEY- RICHMOND  
CONTINUOUS TESTING

NOTE: THIS BULLETIN CANCELS AND  
SUPERSEDES THE BULLETIN ISSUED ON  
AUGUST 12,1999

CALIFORNIA STATE GOVERNMENT SUPPORTS EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, GENDER, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION. IT IS THE OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

POSITION DESCRIPTION	The Public Health Microbiologist II, under general direction, provides technical leadership and assists in the planning and direction of the laboratory work of a specified unit; uses specialized techniques, develops and applies complex, nonstandardized analyses, requiring initiative and independent judgment; develops quality assurance procedures; performs functions typical of a State reference laboratory such as technical consultation to local public health and clinical laboratorians, directors, physicians and officials of other State, local, and private agencies; trains postdoctoral microbiologists, pathologists, and related medical personnel in standardized and specialized microbiological methods and interpretation of test results; plans and conducts evaluations of performance of local public health and clinical laboratory work; assists in preparing data for publication; and does other related work.
WHO SHOULD APPLY	Position exists with the Department of Health Services in <b>Berkeley and Richmond</b> . Applicants who meet the minimum qualifications as stated below. This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.
HOW TO APPLY	The testing office will accept applications continuously and will notify and test applicants as needs warrant. To learn more about the examination and testing arrangements, contact the testing office shown below. Applications are available and may be filed in person or by mail with: <div><div>DEPARTMENT OF HEALTH SERVICES 714 P STREET, ROOM 850 P O BOX 942732 SACRAMENTO, CA 94234-7320</div><div>(916) 657-1423 TDD (916) 657-3042</div></div>
CROSS-FILING INFORMATION	<b>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.</b> If you meet the entrance requirements for this class and for <b>Public Health Microbiologist I</b> you may file for both examinations on a single application. Indicate the class title(s) for which you are applying on the application Form STD. 678.
SPECIAL TESTING INFORMATION	If you have a disability and need special arrangements, mark the appropriate box on of the application Form STD. 678. You will be contacted to make specific arrangements.
FILING DEADLINE	There is no final filing date. Filing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.
SALARY RANGES	Range \$3915 - \$4724 per month. <b>Recruitment and Retention of \$300 dollars a month.</b>
IDENTIFICATION REQUIREMENT	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<b>IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU MEET THE EDUCATION AND/OR EXPERIENCE REQUIREMENTS STATED BELOW. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE <u>READ, UNDERSTOOD, AND POSSESS</u> THE BASIC QUALIFICATIONS REQUIRED.</b>  <b>NOTE:</b> All applications/resumes <b>MUST</b> contain the following information: “to” and “from” dates (month/day/year), time base, and civil service class title(s), and range, (if applicable). College course information <b>MUST</b> include: title, semester or quarter credits, name of institution, completion dates and degree (if applicable).  <b>Note:</b> Applicants must indicate the title and number of the certificate on the examination application (STD. 678). If you do not possess the required certificate, indicate the completion date of your training and/or date of approval from the California Department of Health Services, Laboratory Field Services, that you have successfully completed the requirements to take your certification exam for the Public Health Microbiologist certificate. Applications/resumes received without this information will be rejected.
MINIMUM QUALIFICATIONS	Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as “Either” I, “or” II, “or” III, etc.  Possession of a valid Public Health Microbiologist’s certificate issued by the California State Department of Health Services. (Applicants who do not possess the required certificate but who are eligible for the examination for certification will be admitted to the examination, but they must secure the certificate before they will be considered eligible for appointment.) <b>And</b>  <b>Either I</b> One year performing the duties of a Public Health Microbiologist I, Range B, in the Department of Health Services.  <b>Or II</b> Three years of experience performing a wide variety of microbiological (i.e. Bacteriology, Virology, Mycology, Parasitology, or Immunology) analyses in a public health or comparable laboratory. [A Master’s

Degree in Medical Microbiology or Public Health with emphasis in microbiology or allied disciplines (e.g., epidemiology, administration, and biostatistics) may be substituted for one year of experience.]

SPECIAL PERSONAL CHARACTERISTICS

Color vision adequate to successfully perform the job.

TESTING INFORMATION

A candidate may be tested only once during any testing period. The testing periods for this examination are **January 1 through June 30 and July 1 through December 31.**

EXAMINATION INFORMATION

Qualifications Appraisal - Weighted 100%.

This examination will consist of a qualifications appraisal interview only. In order to obtain a position on the eligible list, a minimum rating of 70 percent must be attained in the interview.

SCOPE:

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

A. KNOWLEDGE OF:

- 1. Bacteriological, virological, mycological, parasitological, serological, and other microbiological principles, techniques, equipment, and terminology used in the laboratory for the detection and identification of disease agents.
- 2. Quality control procedures applicable to general field of microbiology.
- 3. Principles, techniques, and terminology used in immunology and in the examination of food and water.
- 4. Common causes of disease and methods of transmission and control of communicable diseases.
- 5. Available laboratory scientific resource materials.
- 6. Working knowledge of laboratory equipment and its care.
- 7. Principles and methods of scientific research and relevant scientific theories.
- 8. New, innovative test methodologies.

B. ABILITY TO:

- 1. Perform microbiological laboratory tests.
- 2. Do varied and difficult laboratory work.
- 3. Provide technical guidance to assistants.
- 4. Maintain records and make reports.
- 5. Analyze situations accurately and take effective action.
- 6. Work cooperatively and effectively with others in a laboratory setting.
- 7. Observe proper safety precautions and procedures.
- 8. Develop new or modify existing methods and procedures.
- 9. Plan, direct, and do highly technical, difficult, and complex analyses.
- 10. Prepare technical reports and papers for publication.
- 11. Plan and review work of others.

ELIGIBLE LIST INFORMATION

Names of successful competitors are merged into the list in order of final scores regardless of date. Eligibility expires **18 months** after it is established unless the needs of the service and conditions of the list warrant a change to this period. The resulting eligible list will be used by the Department of Health Services to fill vacancies in Berkeley and Richmond.

VETERANS PREFERENCE

Veterans preference credits will not be granted in this examination since it does not qualify as an entrance examination under the law.

GENERAL INFORMATION

**Applications** are available at State Personnel Board office, through the internet at <http://www.spb.ca.gov>, local offices of the Employment Development Department, and the Department noted on this bulletin.

**If you meet the requirements** stated on this announcement, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**The Department of Health Services** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules, and all competitors will be notified.

**Examination Locations:** Locations of interviews may be limited or extended as conditions warrant.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

**Interview Scope:** If an interview is conducted, in addition to the scope described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of candidate's recognition of own training needs, plans for self-development, and the progress made in efforts toward self-development.

Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.  
The California Relay (Telephone) Service for the Deaf or Hearing Impaired:  
MCI from TDD: 1-800-735-2929 MCI from Voice Telephone: 1-800-735-2922  
Sprint from TDD: 1-800-877-5378 Sprint from Voice Telephone: 1-800-877-5379